

CATWORTH PARISH COUNCIL

CHAIRMAN: Charlotte Wilson

Clerk to the Council: -
Ms Ramune Mimiene

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<https://catworthparishcouncil.gov.uk>

9 June 2023

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Wednesday 14 June 2023 at 7.30pm** at Village Hall to deal with the following business:

Public and Press are invited to attend

NOTICE and AGENDA

OPEN MEETING

Each person wishing to address the council will be allowed to speak for a maximum of 3 minutes subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

06/22 To Receive Apologies and Reasons for Non-Attendance

06/23 To consider Councillor recruitment: To Co-opt to fill the last Vacancy on the Parish Council

06/24 Councillor Guide, Councillor A Moore – deferred to the next meeting

06/25 Declarations of Interest

To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda

To receive written requests for the new Disclosable Pecuniary Interest dispensations

06/26 To receive Huntingdonshire District Council and Cambridgeshire County Councillors reports

06/27 To Receive and Approve the Annual Parish Council Meeting Minutes held on 10 May 2023

06/28 To Receive and Approve Annual Assembly Minutes held on 10 May 2023

06/29 Planning

06/29.1 Matters outstanding from previous meetings:

Application of the conversion of the barns 20/01725/FUL old application. It was noted by the PC that the existing pond is planned to be cleaned and enlarged which is outside of the original boundary. No ecology report was found on HDC planning portal. – New planning consultation number is 22/80392/COND

06/29.2 New Planning Consultations received:

Reserved Matters for 20/01724/OUT Details of Access, Appearance, Landscape, Layout and Scale including also discharge of conditions 6 (levels), 7 (Biodiversity), 10 (Tree) and erection of a temporary static caravan for the construction phase only. Site Address: Land West Of 12 Fox Road Catworth Reference: 23/00655/REM – received 24th May, comments by 15th June.

06/29.3 Other HDC consultations:

As part of the Call for Sites – there is a comment cfs:63 The Stangwood Trust C/O Robinson Hall LLP – Land South of A14, Catworth: <https://consult.huntingdonshire.gov.uk/kse/event/37393/peoplesubmissions/>

To convert the fields around The Fox Pub into a 26,880 sq. metre distribution hub.

The site represents a sensible and logistical site with excellent links to the A14 for an employment use or distribution space. The site is accessible via an existing entrance that could be improved to allow for HGV

access and is accessible from vehicles exiting the A14 at junction 16. The site is a suitable distance from the village of Catworth to have a limited impact on residential amenity.

Although technically Catworth, it would affect Brington Gorse and Rivendale properties.

06/29.3.1 Call for Sites Spring 2023 will be available for you to view and comment between the following dates: Start date: 29/03/23 10:00 End date: 07/06/23 23:59 Please select the following link to view this event: <https://consult.huntingdonshire.gov.uk/kse/event/37393>

06/29.3.2 Draft Land Availability Assessment Methodology will be available for you to view and comment between the following dates: Start date: 29/03/23 10:00 End date: 10/05/23 23:59 Please select the following link to view this event: <https://consult.huntingdonshire.gov.uk/kse/event/37390>

06/29.3.3 Wednesday 26 April 2023 Huntingdonshire District Council has launched the Local Plan Issues Papers consultation. HDC would kindly ask that PCs encourage residents and businesses in local area to respond to help shape the future of Huntingdonshire. The consultation runs for **10 weeks until Wednesday 5 July 2023**. Responses can be submitted through the [online planning portal](#).

There are three options to help maximise responses to the consultation and capture as many different opinions as possible:

- [The Issues Engagement Paper](#) – an in depth look at the issues including detailed questions to encourage comprehensive responses
- [The Issues Summary Paper](#) – a quick look at the headline issues, with one or two open questions to get your opinions
- [The Issues Easy Read Version](#) – a simplified document with tick box questions

06/30 Clerk's Report

06/31 Neighbourhood Plan update, report by Councillor L Brazel

To discuss if there is an option for the NP to include further consultation for Community Action Plan. The recent Open Forum can now be found on the Parish Council website under the Neighbourhood Plan tab here: <https://catworthparishcouncil.gov.uk/neighbourhood-plan/> There are 5 documents including the display boards which were up in the Village Hall and 2 videos, one which was displayed throughout the event and the other being a video of the presentation given by 2 of NP Team. The next stage of the project will be a survey and questionnaire for the whole village to complete, which we hope to be distributing in the Autumn.

06/32 Finance – Budget Reports

06/32.1 To Approve the Annual Governance and Accountability Return 2022/23 Form 3

06/32.1.1 Section 1 - Annual Governance Statement 2022/23

06/32.1.2 Section 2 - Accounting Statements 2022/23

To note the Annual Internal Auditor Report 2022/23

To Approve the Year End Bank Reconciliation:

- **payments were GROSS £29,201.95 (NET 26,453.46 and £2,748.49 VAT)**
- **receipts were £16,523.77**

To Approve Variances and Reserves list.

To note the Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited.

06/32.2 To Approve 14 June 2023 payments:

Catworth Parish Council

Expenditure transactions - payments approval list Start of year 01/04/23

No	Payment Reference	Gross	Vat	Net Invoice	Invoice	Details	Cheque
1023	BACS2306 14Npower	£324.27	£15.44	£308.83 11/05/23	IN07047875	Npower Business Solutions - Electricity streetlights	£324.27
1022	BACS2306 14LB	£5.98	£0.00	£5.98 26/05/23	201285926	Lesley Brazel - Speedwatch signs - clicker counter - reimburse Cllr LB	£5.98
1029	BACS2306 14Canalb	£78.45	£0.00	£78.45 27/05/23	00547	Canalbs Ltd. - Internal Audit 2022.23	£78.45
1021	BACS2306 14DB	£310.00	£0.00	£310.00 29/05/23		Homefield Plant Centre - Grass cutting	£310.00
1024	BACS2306 14CamsA CRE	£60.00	£0.00	£60.00 29/05/23		Cams ACRE - Membership renewal	£60.00
1028	BACS2306 14Npower2	£302.05	£14.38	£287.67 03/06/23	IN07209035	Npower Business Solutions - Electricity Streetlights	£302.05
		£461.01	£0.00	£461.01	Confidential		
Total		£1,541.76	£29.82	£1,511.94			

06/33 CIL Income and Expenditure, no change since last meeting

CIL Expenditure:							
Date	Whom payment made	What was Purchased	GROSS	VAT	NET		
2022.23 Financial Year							
11-May-22	Greentech	Repairs to the footpath	3340.80	556.80	2784.00		
11-May-22	Keith Lyford	Kissing gate	530.00	0.00	530.00		
14-Apr-22	CCC	LHI scheme path 10%	1517.23	0.00	1517.23	as at 1 Nov 2022	
			5388.03	556.80	4831.23		
						Left	£2,795.81
						as on 1 Nov 2022	

06/34 Future PC projects - To consider options and prioritise.

06/35 Village Maintenance: Hedges, Paths and Trees in the Village

06/35.1 Footpaths FP17, update by Councillor A Moore - deferred to the next meeting

06/35.2 Fox Road Footpath, Councillor A Moore - deferred to the next meeting

06/35.3 Footpaths and gates survey and outcome, Report circulated, to Approve ToR

06/36 Highway issues in the village

06/36.1 Road safety issue with school buses

06/36.2 To consider the parking, traffic and HGV issues in the village, particularly with reference to the Fox Road/High Street/Brook Lane junction

06/36.3 2023/24 application for MVAS unit

06/37 To consider the Streetlight maintenance contract

06/38 Councillor Training available to view via

https://www.capalc.org.uk/Training_and_Events_19202.aspx

06/39 Correspondence – full list circulated prior to the meeting

06/40 Councillors' questions

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

06/41 To approve the reviewed Disciplinary and Grievance Policies, Cllr L Brazel

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

06/42 Confidential matter

06/43 Date of the next meeting: Wed 12 JULY 2023 at the Village Hall

Signed (Clerk) *Ramune Mimiene*

Date: 9 June 2023